AGENDA
MONO COUNTY GIS WORKING GROUP

November 5th, 2003 **-** 9:00 – 11:30am
Closed Session Chambers – Bridgeport Board Room

POLICY ITEMS:

- Preparation for 2004 Contract Year
    - Review and Discussion of Goals
    - Establish priorities
    - Discuss realities vs. vision
    - Effective budget planning / use and reporting

- Review 2004 Scope of Work
    - Additional data development requests and thoughts
    - E911 System project discussion
    - Documentation of system
    - Special training requests / needs

- Discuss GIS Data Update Process and Status
    - Successes or failures last month?
    - Automation?

- Building the online GIS resource
    - Recovering missing minutes and agendas
    - Other documents people want included

MINUTES
MONO COUNTY GIS WORKING GROUP

November 5th, 2003 **-** 9:00 – 11:30am
Closed Session Board Room – Bridgeport, Ca

Participants:

Nate Greenberg	Clay Neely	Pete Eilertsen
Christina Isaacs	Keith Hartstrom	Greg Newbry
Gwen Plummer	Shane Gleason	Kelly Garcia

POLICY ITEMS:

PREPARATION FOR 2004 CONTRACT YEAR
- Discussion of goals and priorities based on funding limitations
  - Nate presented his perspective on the funding limitations for the year and asked for input on the best way to manage the money so as to accomplish as much as possible
  - Talon should not work on general hardware / network issues, only GIS related software and data issues
    - Ex: CDD ParcelViewer Kiosk – IT will be responsible for acquiring and setting up the computer. Talon will setup the GIS component and handle the training.
  - Countywide contract will not cover support or training needs of individual departments, only those associated with Enterprise-wide system.
    - Departments interested in further implementing GIS should pursue a separate contract with Talon.

- Concept of an outside (non-County based) training was brought up by Gwen
  - Recruit participants from Mono County departments for the training
  - Introduce GIS concepts into various people / users and also spark some ideas pertaining to other potential uses of GIS

- CDD wants a ParcelViewer kiosk setup at the front counter for the public to use
  - Need to develop step-by-step documentation for system (currently under development by Nate)
  - Need to provide training for South County staff (similar to Bridgeport training)
  - Setup a system to gather accuracy and other feedback on the system
    - What other data do people need, etc?

- Discussion pertaining to compatibility of GIS technology across departments
  - Working Group should oversee most all of these matters to ensure that data accessibility and compatibility will not be an issue when departments are ready to migrate over.
  - The Working Group / Nate should give a presentation to Department Heads pertaining to this

REVIEW 2004 SCOPE OF WORK
- Additional Data Development Needs / Requests
  - CDD just completed a Housing Condition Survey and Existing Land Use Inventory
    - Discussions with Scott Burns have began to integrate this information into the GIS
  - Public Works
    - New 2002 Low-Flight Aerial Photos will be available in the GIS later this month. The new photos cover the June Lake Loop, Crowley Lake Area and Tom's Place / Sunny Slopes. A notice will be posted on the Geographic System homepage when the data is ready.
    - Interest in moving Record of Survey data over into GIS. Have Pete maintain this information as part of the Construction layer.
    - Interested in utilizing Road Alignment data and associating this with the Pavement Management database
    - Want access to Accela, currently used by Building Department

- A brief discussion of the E-911 grant took place
  - Nate is going to get more information on this

- Basic use instructions for ArcView and the ParcelViewer are being developed by Nate now.
  - ArcView instructions some of the basic tasks will be completed by the 14th of November
  - ParcelViewer instructions will be created when the kiosk is setup

GIS UPDATE PROCESS
- Changes need to be made to the GIS Update Process
  - If CDD is going to provide public access to this data, it must be kept current
  - Manual placement of files is required by both Pete and Greg at this time for the update to happen
    - Some form of automation needs to be developed by IT for this
    - Talon can offer some initial planning thoughts and ideas

- The GIS Update has not run for 2 months

NEXT MEETING: December 3rd, 2003 – 9am – 11:30am
Closed Session Room – Board Room, Bridgeport

* Expect an agenda around the 26th of November. If you have anything to add, please contact Nate before then.